

CONFIDENTIAL

22 March 1973

MEMORANDUM FOR: Chief, Agency Archives

SUBJECT : Permanent Retention Guidance

REFERENCES : A. Memo to IS/DIM from Chief, Agency Archives dtd 26 Feb 1973
B. Memo to IS/DIM from Chief, Agency Archives dtd 5 Mar 1973

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1. [] discussed the questions posed in the referenced memoranda with a senior archivist of the Records Appraisal Division, Office of the National Archives, and was given the benefit of his informal judgments. A memorandum which summarizes this discussion is attached. It is my understanding that you have been apprised of the meeting and the positions taken by Mr. Perlman.

2. It is in the interest of the Agency that its archival holdings be limited to those materials required by law, or essential from the standpoint of documenting its history and maintaining its accountability to the public. Accordingly, I direct that:

a. Press Comments and DDO Field Information Reports not be accessioned into the Agency Archives; and

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b. Negotiations be initiated with the respective RMO's for [] the Office of the DCI to reexamine the requirement for permanent retention of the other materials cited in the attachment.

15/
[]
Special Assistant for Information Control

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Attachment

SAIC/CS:blp

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